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Approved For Release 2005/11/21 : CIA-RDP70-00211R000300280005-2

*Reports
Monthly
TO*

RECORDS CENTER BRANCH Statistical Report

	Reporting Period	Fiscal Year
	June 1954	To Date
<u>Part I Record Holdings (cu. ft.)</u>		
A. Records Acquired	144	3210
B. Records Disposed of at Center	219 57	516 354
C. Records Holdings	6200	
D. Distribution Material Holdings	7966	
E. Total Holdings	14166	
<u>Part II Reference Service on Records in Storage</u>		
A. Requests	374	2912
B. Items Furnished	860	7542
<u>Part III Inter-Agency Reference Service</u>		
A. Requests	2	
<u>Part IV Shelving Space Utilization (cu. ft.)</u>		
A. Total Capacity	18948	
B. For Present Holdings	14166	
C. Available	4782	
<u>Part V Supplemental Distribution</u>		
A. Items Received for Distribution		
1. Intelligence Reports		
a. Initial Receipt	11721	
b. Returns	2560	
2. Information Reports	4698	
3. Administrative Issuances	3460	
TOTAL	22439	

18948
14166
4782

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B. Request

1. Intelligence Reports	198
2. Information Reports	485
3. Admin. Issuances	31
TOTAL	714

C. Items Furnished

1. Intelligence Reports	2121
2. Information Reports	2582
3. Admin. Issuances	193
TOTAL	4896

D. Reproduction Services (no. of pages)

1. Ozalid Process	20124
2. Photo Copy Process	1064
3. Ditto Process	473
TOTAL	21661

Part VI Initial Distribution

A. Items Furnished

1. Regulations	2893
2. Notices	6823
3. Other	0
TOTAL	9716

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ROSSIYN SHELVING SPACE UTILIZATION

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(In Cubic Feet)

19000
Total Capacity
(18948)

18000

17000

16000

15000

14000

13000

12000

11000

Total Utilized

10000

9000

8000

25X1

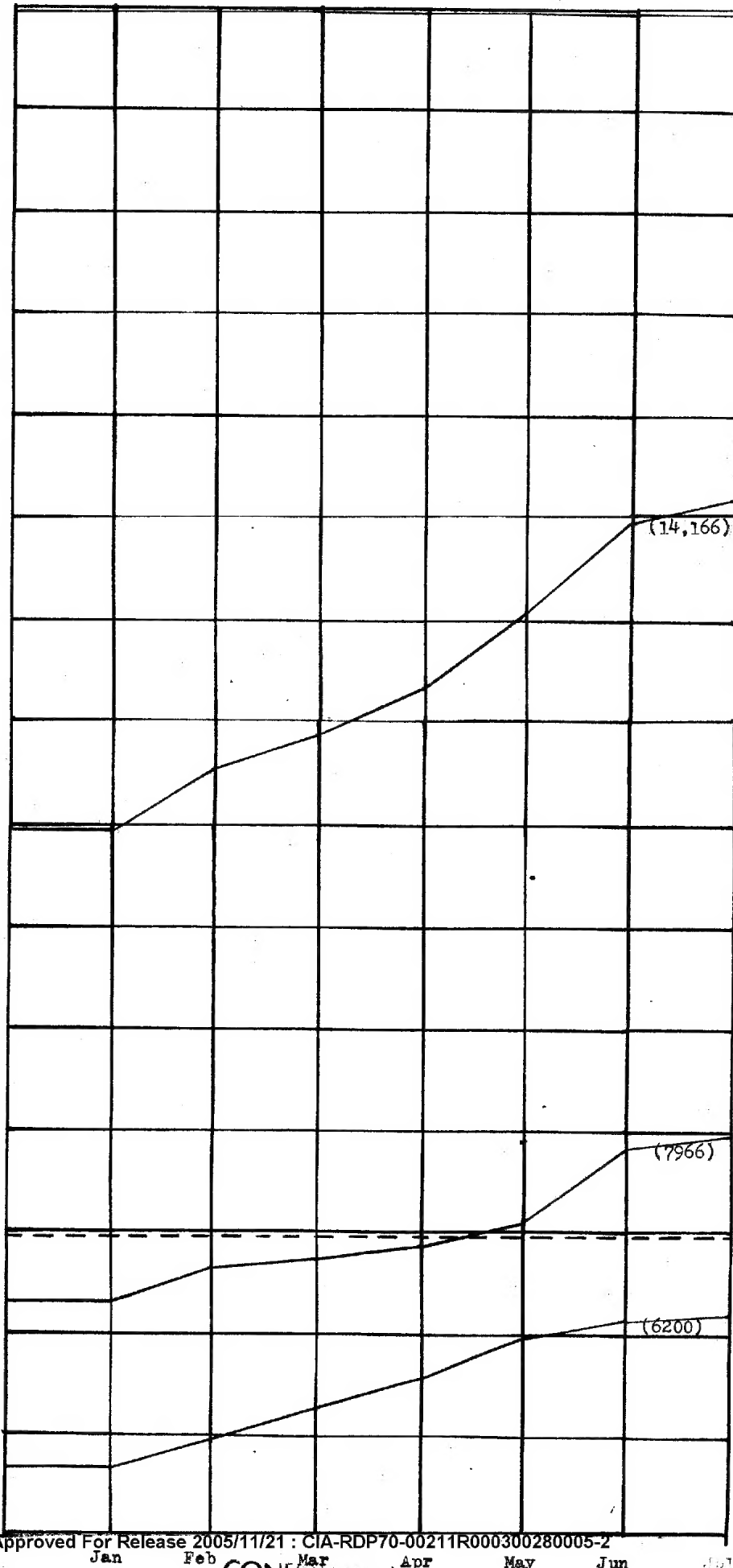
7000
Capacity
(6948)

Utilized for Supple-
mental Distribution
6000

5000

Utilized for Records

4000



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